

**COUNCIL ACTION FORM**

**SUBJECT:**           **MEMORANDUM OF UNDERSTANDING WITH  
FRIENDS OF BROOKSIDE PARK**

**BACKGROUND:**

In September 2019, the Friends of Brookside Park (FBP) was incorporated. The attached Memorandum of Understanding (MOU) describes the group's vision and goals as follows:

- **Vision:** To maintain and improve Brookside Park as a beautiful and ecologically healthy natural area and to provide opportunities for outdoor recreation and education.
- **Goals:** To partner with community members, city government, educational institutions, and conservation organizations to:
  - Enhance the natural environment,
  - Support public awareness, educational programs, and research efforts,
  - Secure supplemental financial resources,
  - Build connections between recreation, learning, and appropriate public use of the land, and
  - Develop a network of supporters and volunteers to assist management, protection, and restoration efforts.

The City Attorney has reviewed and approved the attached MOU. In addition, the Parks & Recreation Commission discussed this item at its September 19, 2019 meeting and recommended that the City Council approve this MOU with the Friends of Brookside Park.

The Parks and Recreation Commission has further given staff direction to develop a Memorandum of Understanding with other Friends groups so each group has clearly defined expectations for working with the City.

**ALTERNATIVES:**

1. Approve the attached Memorandum of Understanding with the Friends of Brookside Park.
2. Do not approve the Memorandum of Understanding with the Friends of Brookside Park.
3. Refer this issue back to staff to develop different language for the MOU.

**CITY MANAGER'S RECOMMENDED ACTION:**

The Friends of Brookside Park is a newly formed Friends group and is very passionate about working with the City to preserve and enhance Brookside Park as appropriate. In addition, the group has helped with trash pick-up and invasive species removal. The FBP is also going to help with a large volunteer event scheduled for late October. Staff is impressed with the group's desire, commitment, thoughtfulness, and enthusiasm to ensure Brookside Park is as good as it can be.

Therefore, it is the recommendation of the City Manager that City Council adopt Alternative No. 1, thereby approving the attached Memorandum of Understanding with the Friends of Brookside Park.

## **Memorandum of Understanding between Friends of Brookside Park and the City of Ames, IA**

**1. Background:** The Friends of Brookside Park (FBP) was incorporated on August 27, 2019 with the State of Iowa as a nonprofit, tax-exempt organization to operate exclusively for charitable, scientific, and educational purposes. FBP is working with the Federal Internal Revenue Service to become approved as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

**2. Supporters:** FBP is a group of citizens of Story County Iowa who are interested in maintaining the ecological and social health of Brookside Park in the City of Ames. It is the intent of the Board of Directors that FBP will act for the public benefit of Brookside Park.

**3. Vision:** The vision of FBP is to maintain and improve Brookside Park as a beautiful and ecologically healthy natural area and to provide opportunities for outdoor recreation and education.

**4. Goals:** The goals of the organization are to partner with community members, city government, educational institutions, and conservation organizations to (1) enhance the natural environment, (2) support public awareness, educational programs, and research efforts, (3) secure supplemental financial resources that may be used by the City of Ames for projects selected by the Parks and Recreation Commission and approved by the City Council, (4) build connections between recreation, learning, and appropriate public use of this land, (5) develop a network of supporters and volunteers to assist with management, protection and restoration efforts.

**5. Fundraising Activities:** In support of the City of Ames and the Parks and Recreation Department, FBP will conduct public fundraising efforts, maintain bank accounts, financial records, investments, and respond to requests from the City of Ames for projects that are within the ability of FBP.

**6. Organization:** FBP has an organizational structure that supports and sustains a vibrant and dedicated membership, identifies and recruits knowledgeable and enthusiastic committee leaders and members, and maintains a viable cooperative relationship with the Department of Parks and Recreation and the City of Ames.

**7. Relation to the City of Ames:** The Board of Directors of FBP recognizes the role of the City of Ames as the body responsible for the operations of Brookside Park, the establishment of park policies, and the development of plans and budgets for Brookside Park areas. FBP agrees to coordinate its activities with the Department of Parks and Recreation.

**8. Duration of the Agreement:** This agreement shall take effect immediately and will stay in force in perpetuity, or upon the dissolution of either entity. The agreement may be revised at any time but shall be reviewed by both parties at least every five years.

Approved by resolution of the Ames City Council at their regular meeting on October 8, 2019.

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John H. Haila, Mayor

\_\_\_\_\_  
Date

ATTEST: \_\_\_\_\_  
Diane Voss, City Clerk

Approved by the Friends of Brookside Park Board of Directors on September \_\_\_\_, 2019.

\_\_\_\_\_  
Lori Biederman  
President of Friends of Brookside Park Board of Directors

\_\_\_\_\_  
Date